

31<sup>st</sup> August, 2017

To,  
**Manager - DSC**

BSE Limited,

Floor 25, P J Towers,

Dalal Street, Mumbai – 400 001

**Subject: Outcome of Board Meeting (AGM on 29/09/2017)**

**Ref.: Scrip Code: 536456. Scrip ID: RJBIOTECH**

Dear Sir,

Please be informed that in the meeting of the Board of Directors of R J Bio-Tech Limited held today i.e. on 31<sup>st</sup> August, 2017 following points were discussed and decided:

1. 12<sup>th</sup> Annual General Meeting of the Members of the Company will be held on Friday, 29<sup>th</sup> day of September 2017 at 11.00 A.M. at the registered office of the Company.
2. Approved the Director's report with the enclosures.
3. The Register of Members and Share Transfer Books of the Company will remain closed from 24<sup>th</sup> September 2017 to 29<sup>th</sup> September 2017, both days inclusive.
4. Approved the notice convening 12<sup>th</sup> Annual General Meeting.

The meeting commenced at 2.00 P.M. and was concluded at 3.30 P.M


Attached herewith is the Copy of the Notice of 12<sup>th</sup> Annual General Meeting of the Company.

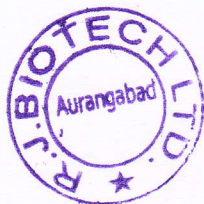
Please take the aforesaid information on record and acknowledge the receipt of the same.

Thank you,

Yours Truly,

**FOR R J BIO-TECH LIMITED**

  
**NEHA AGRAWAL**  
(Company Secretary)



## NOTICE

NOTICE is hereby given that the **Twelfth Annual General Meeting** of the Members of **R J Bio-tech Limited** will be held on **Friday, 29<sup>th</sup> day of September 2017** at **11.00 A.M.** at the registered office of the Company at **Siddharth Arcade, Opp. Holiday Camp., Station Road, Aurangabad-431005** to transact the following business:

### ORDINARY BUSINESS:

1. To receive, consider and adopt the Audited Profit and Loss Account for the year ended 31<sup>st</sup> March 2017 and the Balance Sheet as at that date along with the reports of the directors and auditors thereon.
2. To appoint a Director in place of Mr. Shashikant Shastri (holding DIN 00307652), who retires by rotation and being eligible, offers himself for re-appointment.
3. To ratify the appointment of M/s Ashok Patil & Associates, Chartered Accountants, Aurangabad (ICAI Registration No. 122045W) as approved by Members at the Ninth Annual General Meeting as Statutory Auditors of the Company, to hold office until the conclusion of Fourteenth Annual General Meeting and to fix their remuneration for the financial year ending 31<sup>st</sup> March, 2018.

**By order of the Board**

**Sd/-**

**Neha Agrawal**  
**(Company Secretary)**

**Date: 31<sup>st</sup> August 2017**

**Place: Aurangabad**

### NOTES:

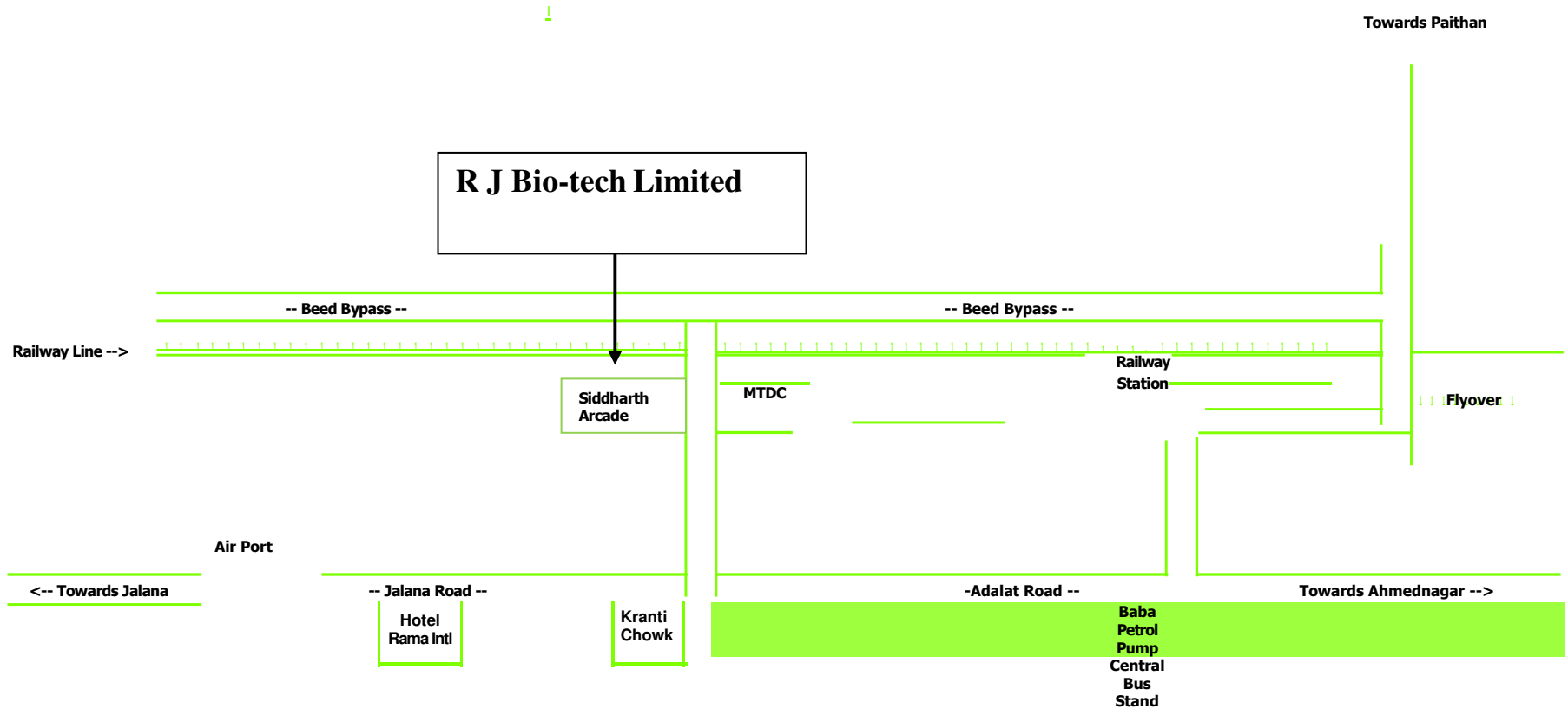
1. A MEMBER ENTITLED TO ATTEND AND VOTER AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY.
2. A person can act as proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than ten percent of the total share capital of the Company. A member holding more than ten per cent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder
3. The proxy Forms to be effective must reach to the Registered Office of the company not later than 48 hours before the time fixed for the Annual General Meeting.
4. The Register of Members and Share Transfer Books of the Company will remain closed from 24<sup>th</sup> September 2017 to 29<sup>th</sup> September 2017, both days inclusive.
5. The members desiring any information regarding accounts are requested to write to company at least seven days before the date of the Meeting so as to enable the management to keep the information ready.
6. All the documents referred to in accompanying notice are open for inspection at the Registered Office of the company on all the working days except Sunday and Holiday, between 11.00 a.m. to 5.00 p.m. up to the date of Annual General Meeting. Members are requested to notify changes in their addresses, if any.

7. The Securities Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in the Securities Market. Members holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their Demat accounts. Members holding the shares in physical form can submit their PAN details to the Company
8. The shareholders who attend the Meeting are requested to fill in the attendance slip and deliver the same at the entrance of the Meeting hall. The shareholders holding shares in dematerialised form should indicate the DP ID and Client ID numbers in the attendance slip.
9. The shareholders are requested to bring their copy of the Annual Report to the Meeting.
10. The Ministry of Corporate Affairs has taken a corporate "Green Initiative in the Corporate Governance" by allowing paperless compliance by companies. Accordingly, the Notice of the Annual General Meeting along with Annual Report for the year 2016-2017 is being sent by electronic mode to those members whose e-mail addresses are registered with the Company/ Depositories, unless any member has specifically requested for a physical copy of the same. In order to support the "Green Initiative", the Members who have not yet registered their e-mail addresses are requested to register the same with R&T Agent/ Depositories.
11. The Notice of the 12<sup>th</sup> Annual General Meeting and the Annual Report 2016-17 will also be available on the Company's website [www.rjbiotech.com](http://www.rjbiotech.com) for being downloaded. The physical copies of the aforesaid documents will also be available at the Company's Registered Office for inspection during normal business hours on working days till the date of the meeting.

**DETAILS OF MR. SHASHIKANT SHASTRI, DIRECTOR OF THE COMPANY, SEEKING RE-APPOINTMENT IN ANNUAL GENERAL MEETING**

Particulars	
Date of Birth	19 <sup>th</sup> August 1960
Date of Appointment	25 <sup>th</sup> June 2007
Qualification	Diploma in Mechanical Engineering
Expertise in specific functional are	Mr. Shashikant Shastri has a vast knowledge and wide experience in purchase management and setting up market of the product.
List of Public Companies in which outside Directorship held (including Foreign Companies)	Maruti Fertochem Limited Maruti Ferro-Tech Limited Maruti Phosphates Limited
Chairman/ Member of the Committee of Board of Directors of Public Companies	Maruti Fertochem Limited Shareholders / Investors Grievance Committee - Member
Shareholding in the Company	50000

## ROUTE MAP FOR THE VENUE OF THE ANNUAL GENERAL MEETING



**R J BIO-TECH LIMITED**

Registered Office: Siddharth Arcade, Opp. Holiday Camp, Station Road, Aurangabad-431005.

**CIN No. L24234MH2005PLC158420**

**Attendance Slip**

Regd. Folio No.		Name	
DP ID		No. of Shares held	
Client ID		Proxy No.	

I hereby record my presence at the 12<sup>th</sup> Annual General Meeting of the Company at Siddharth Arcade, Opp. Holiday Camp, Station Road, Aurangabad-431005 at 11.00 a.m. on **Friday, 29<sup>th</sup> day of September 2017.**

Member/ Proxy's Name (in block letter)

Member/ Proxy's Signature

**Notes:**

- Members attending the Meeting in person or by Proxy are requested to complete the attendance slip and hand it over at the entrance of the meeting hall.

**R J BIO-TECH LIMITED**

Registered Office: Siddharth Arcade, Opp. Holiday Camp, Station Road, Aurangabad-431005.  
**CIN No. L24234MH2005PLC158420**

Form No. MGT-11

**Proxy form**

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

Name of the Member(s) .....

Registered Address .....

.....

E-mail Id ..... Folio No /Client ID ..... DP ID .....

I/We, being the member(s) of ..... shares of the R J Bio-Tech Limited hereby, appoint

Name : .....

E-mail Id: .....

Address: .....

.....

Signature ..... or failing him

Name : .....

E-mail Id: .....

Address: .....

.....

Signature ..... or failing him

Name : .....

E-mail Id: .....

Address: .....

.....

Signature .....

as my/ our proxy to attend and vote( on a poll) for me/us and on my/our behalf at the 12<sup>th</sup> Annual General Meeting of the company, to be held on the 29<sup>th</sup> day of September,2017 at 11 a.m. at Siddharth Arcade, Opp. Holiday Camp, Station Road, Aurangabad-431005.and at any adjournment thereof in respect of such resolutions as are indicated below:



Resolution No.

Sl. No.	Resolution(S)	Vote	
		For	Against
1.	Adoption of statement of Profit & Loss, Balance Sheet, report of Director's and Auditor's for the financial year ended 31 <sup>st</sup> March, 2017		
2.	Re-appointment of Mr. Shashikant Shastri (holding DIN 00307652) as the Director of the Company.		
3.	Ratification for the appointment of M/s Ashok Patil & Associates, Chartered Accountants as Statutory Auditors & fixing their remuneration		

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Affix  
Revenue  
Stamps

Signature of Shareholder

Signature of Proxy holder

Signature of the shareholder  
across Revenue Stamp

Note:

1. This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company not less than 48 hours before the commencement of the Meeting.
2. This is only optional. Please put a '√' in the appropriate column against the resolutions indicated in the Box. If you leave the 'For' or 'Against' column blank against any or all the resolutions, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.
3. Appointing proxy does not prevent a member from attending in person if he so wishes.
4. In case of joint holders, the signature of any one holder will be sufficient, but names of all the joint holders should be stated